

## LEGAL DEPARTMENT

### BUDGET OVERVIEW

	1999-2000 Actual	2001-2002 Budget	2001-2002 Estimate	2003-2004 Budget
Total Budget	\$1,038,473	\$1,092,770	\$1,110,209	\$1,200,031
Total FTEs	4.25	4.25	4.25	4.25

### PROGRAM OVERVIEW

The mission of the Legal Department is to provide high quality legal advice to the Mayor, City Council, Boards and Commissions, and City staff; to represent the City in civil and criminal proceedings; and to assist in the negotiation of labor contracts.

- Prosecutor's Office files and prosecutes gross misdemeanor, misdemeanor, and traffic infraction cases involving adult offenders in Northeast District Court. The office also prosecutes code violation cases prepared by the Code Compliance Officer before the City Hearing Examiner. The five staff members – Prosecuting Attorney, two Deputy Prosecuting Attorneys, Legal Secretary, and Paralegal – work in close cooperation with the Redmond Police Department, Northeast District Court personnel, and the Code Compliance Officer to ensure that cases are filed and prosecuted in a timely fashion.
- Civil Legal Services are provided on contract by the law offices of Ogden Murphy Wallace. This involves providing legal advice to the City Council, Boards and Commissions, and Department staff. The Ogden firm also represents the City in civil and criminal proceedings and assists in the negotiation of labor contracts.

### 2001-2002 ACCOMPLISHMENTS

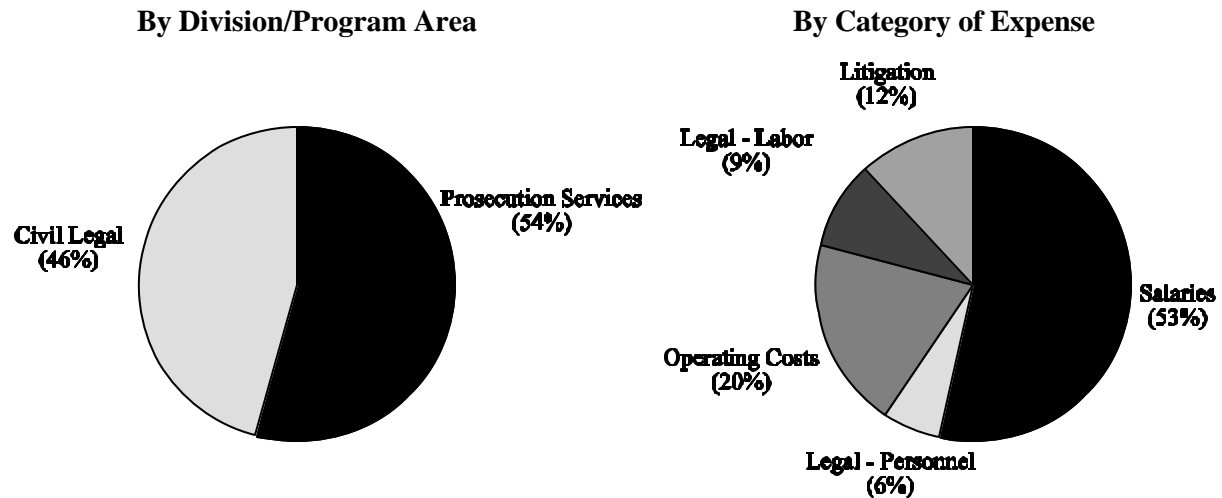
- Continued to file and prosecute cases in a timely fashion.

### 2003-2004 WORKPLAN INITIATIVES

- Ensure the timely processing of criminal misdemeanor and traffic infraction cases in a timely fashion, given that the growth in case filings is expected to continue due to the City's growing population, increased staffing of officers in the Police Department, and the City's continued emphasis on traffic enforcement.

**SUMMARY OF DEPARTMENT RESOURCES**

2003-2004 Budget \$1,200,031

**SUMMARY OF BUDGET AND PROGRAM CHANGES**

	Budget	FTEs
<b>2001-2002 Operating Budget</b>	<b>\$1,092,770</b>	<b>4.25</b>
Adjustments to the base budget:		
Elimination of one-time costs	(20,552)	
Increase in Personnel Legal Services in support of labor negotiations and other personnel issues	100,000	
Salary and benefits increases	20,773	
Fleet maintenance and postage increases	7,040	
<b>2003-2004 Operating Budget</b>	<b>\$1,200,031</b>	<b>4.25</b>

**DESCRIPTION OF PROGRAM INCREASES (REDUCTIONS)**

There are no new programs or budget reductions.